

## SELECTBOARD MEETING MINUTES

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Tuesday, November 15, 2016, 6:00 p.m, Old Schoolhouse Common

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Present: Selectboard members Chris Martin and Andy Perchlik; Town Clerk Bobbi Brimblecombe; Jeff Kantor and Tim Palmer (The Housing Foundation Inc.)

At 6:00 p.m. the meeting was called to order by Chair Andy Perchlik

**Changes or additions to the agenda-** Chris has an update on the Stranahan parking lot, and the Town received an email from the Cabot Town Clerk about the stove

**Public Hearing:** Andy opened the Public Hearing for the Community Development Block Grant for the Hollister Hill apartments.

Mr. Kantor described the community development block grant program. Only Towns can apply. They are asking for \$333,500 as a deferred loan. The funds would be utilized by a limited partnership to take advantage of tax credits; these tax credits make up a large part of the funding. The budget is just over \$5,000,000. The CDBG funds are an important part of the project. The funding is being sought from several different programs.

This project qualifies as low-income housing. The current buildings are in poor condition and deteriorating. No residents will be permanently displaced. Every effort will be made to keep residents in their current apartments for as long as possible during construction, but some people may need to be relocated temporarily.

Bobbi asked whether the grant would cover the full cost of an audit should one become necessary as a result of the grant. A single audit is required if the Town receives \$750,000 or more in federal funds in a calendar year; no other grants are anticipated but in the event of a natural disaster, FEMA funds would be included in the calculation; in that case, only a portion of the audit cost would be covered by the grant. The cost of the audit will be included in the budget. Bobbi asked what would happen if the procurement guidelines were not followed and the grant money had to be repaid. Mr. Kantor explained that the grant agreement and administrative contract will pass the requirements on to the subgrantee.

The project will change from 40 bedrooms in 4 buildings to 32 bedrooms, in two buildings. The backyards will face each other, with a play area in the center. There will be a community building also. The project may result in fewer students at Twinfield due to fewer bedrooms.

The buildings will be energy efficient, and the developer is researching various heating systems.

Tim Palmer stated that the Housing Foundation is looking at the various services that could be offered onsite for residents and perhaps the community.

Chris asked whether the project would make it less likely that the Town could get federal funding for another project in the future. Mr. Kantor thinks it would only negatively impact the application if it was happening during the same year. A positive experience with this project may even help the Town if we had proven experience.

Chris moved to adopt a resolution in favor of the application. Andrew seconded – all in favor.

**Budget:** The Board reviewed the Fire Department and Highway budgets. The Fire Department budget is the same as last year, and the Highway budget is 5% lower than 2016. The Selectboard reviewed a quote for guardrail work and approved having it done this year.

**Personnel Issue:** Bobbi updated the Board on the Assistant Town Clerk's work hours.

**Stranahan Town Forest:** Chris updated Andy on the discussions for the Stranahan parking area on Jake Martin Road. He met with Michael Baril to discuss tree removal at the site. They discussed having him just drop the trees, and then the Selectboard could figure out a way to make the wood available to residents. Mr. Baril indicated that it would cost between \$500 and \$600. Chris will contact him and tell him to proceed.

**Stove:** The Cabot Town Clerk has contacted the Town to ask about the stove. The Board is still undecided about selling it, but Chris will contact her with the information about the stove.

**Review of Correspondence & Bills:** The Board received a letter from Robin Schunk, expressing interest in the position as minute-taker. The Selectboard referred the letter to the Planning Commission and Development Review Board. The Board received a letter from Jonathan Williams offering to volunteer for the Town. The Board received a letter from Tom Rus with several complaints about the Town.

**Minutes:** The Board approved the minutes of the November 1, 2016 meeting.

**Expenses, Permits & Payroll:** Selectboard members read and signed reports for General Expenses and Payroll.

The meeting adjourned at 9:45 p.m.

Respectfully submitted,  
Bobbi Brimblecombe, Town Clerk

The foregoing is a true copy of the Minutes of the November 15, 2016 Selectboard Meeting.  
A True Record. Attest, \_\_\_\_\_, Town Clerk

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